ARMY HUMAN RESOURCES COMMAND

EXCEPTION TO POLICY PROCESSING

SGM Tammy D. Coon DSN 221-5101

THE IMPLEMENTATION

WHO: **Applies to Active Army, Army Reserve Soldiers on Active Duty counted against the end strength of the Active Army, and Army Reserve Soldiers serving on initial Active Duty for training.**

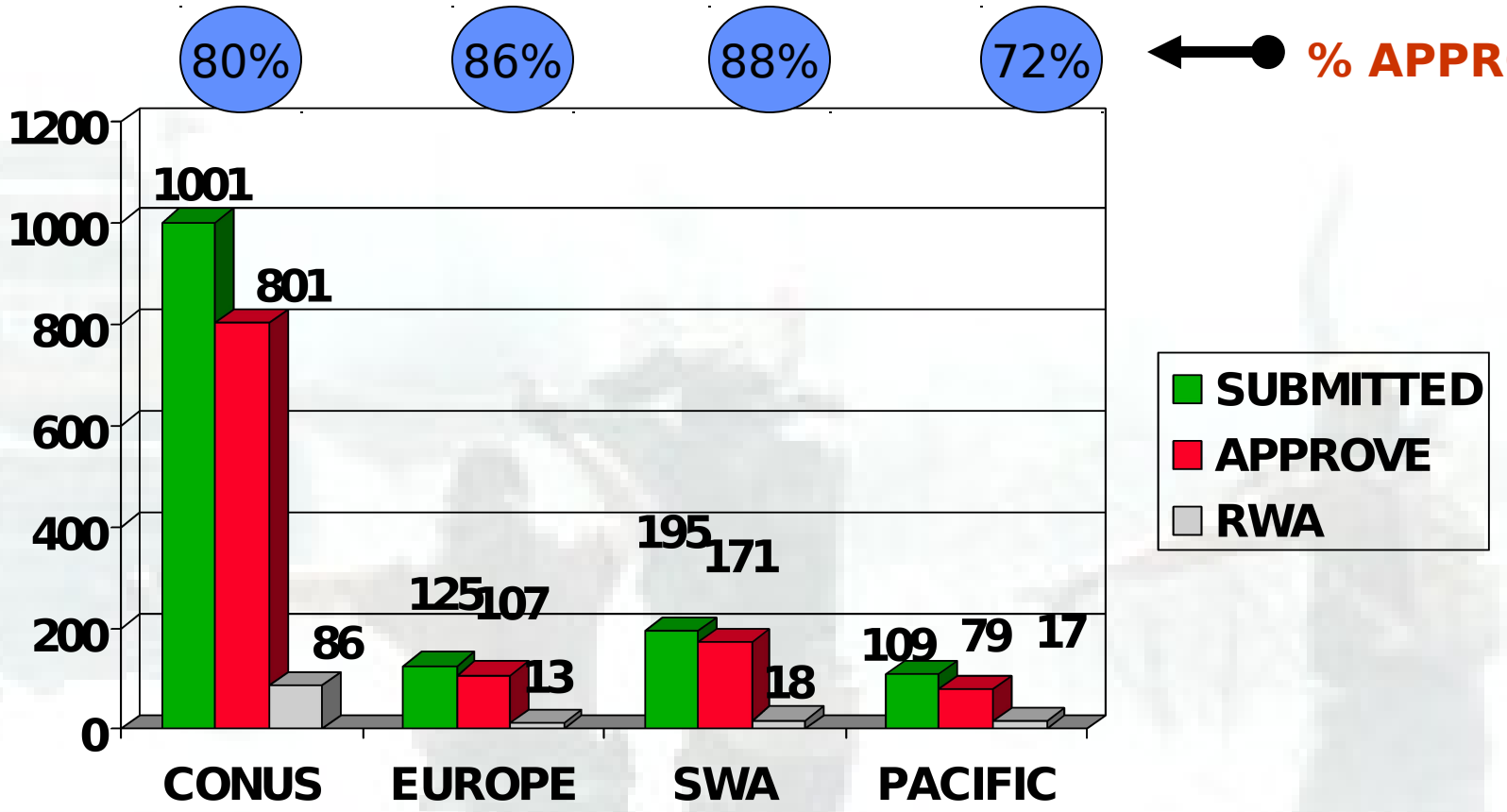
WHAT: **Exceptions to Policy for actions that affect Sergeant and Staff Sergeant promotions.**

-**WHEN:** **Effective This procedural change does not change any existing promotion policies as otherwise outlined within AR 600-8-19, Enlisted Promotions and Reductions.**

-**WHY:** **In an effort to reduce processing time in determining enlisted promotions to Staff Sergeant (SSG) and Sergeant (SGT) as exception to policy (ETP). Currently, from the time a Soldier takes action to request an ETP to the time the Soldier sees the results is approximately three months.**

-**HOW:** **All exceptions to policy will be processed through the Personnel Support Battalion, Military Personnel Detachment, or equivalent, to obtain recommendations of disposition for the first Colonel-le[illegible]s of Staff in the**

SEMI-CENTRALIZED PROMOTION ACTIONS
FY 2005



TOP FIVE LIST REASONS:

- **LATE SUBMISSION TO EDAS**
- **ERRONEOUS POINTS IN EDAS**
- **LOST PACKETS**
- **ERRONEOUS PMOS**
- **PROGRESSION MOS INCORRECT**

TOTAL: 1430 REQUESTS

AS OF: 12 OCT 05

LEVELS OF APPROVAL

Type	Approval Authority
Automatic List Integration omissions	COL level Commander in Chain of Command
Erroneous Board Appearance	COL level Commander in Chain of Command
Erroneous PMOS/RMOS	COL level Commander in Chain of Command
Erroneous Points Determination	COL level Commander in Chain of Command
Erroneous Removals	COL level Commander in Chain of Command
Late Promotion Point Input	COL level Commander in Chain of Command
Late Signature Dates	COL level Commander in Chain of Command
Lost Packets	COL level Commander in Chain of Command
Outdated APFTs	COL level Commander in Chain of Command
Erroneous Promotions	Commander, TAG-D (HRC)
Off Line Promotions	Commander, TAG-D (HRC)
Outdated Promotions (over 2 years)	Commander, TAG-D (HRC)

ISSUES

- **Lack of receipt of requests for access to the top of the system to requests these actions**
  - **Provided that the sanctity of the promotion system remain intact, designated personnel will have access to the top of the system NLT 1 Jan 06. COL level commanders and Division, Corps, MACOM COL Level, COS and/or G1/AGS must submit memorandum to TAPCMSPE@HOFFMAN.ARMY.MIL requesting access for three authorized individuals (civilian or military) who will do the EDAS transactions once the capabilities are available to the field, NLT 22 Nov 05. It is imperative and a prerequisite that these authorized personnel have been granted EDAS access by their local supporting information systems managers prior to requesting access to TAPDB.**

- **Currently, brigade level commands cannot input the necessary transactions in TAPDB**
  - **Until such time when the authorized users of each unit are granted access, documentation will be forwarded to this office for TAPDB update. Documentation required to accomplish the TAPDB update is a memorandum signed by the colonel level commander/COS approving the exception to policy and what changes are to be accomplished (to include promotion orders). Multiple exception to policy approvals and EDAS/TAPDB updates can be included on one memorandum, but must include sufficient detail on what transaction(s) are required.**

- **Brigade level commands are not soliciting input from the Personnel Services Battalion or equivalent.**
  - **All requests for exceptions to policy must be routed through the PSB/MPD for a recommendation on disposition prior to being forwarded to the 06 level command. If there exists a conflict in the determination/recommendation of the exception to policy between the PSB/MPD and the 06 level command, and no resolution can be made, the Enlisted Promotions Branch can be solicited assistance.**

Questions can be directed to:

- **TAPCMSP@hoffman.army.mil**
- **https://www.hrc.army.mil/site/active/select/EtpProcessing.htm**
- **MILPER Message 05-208, dtd 19 Aug 05, Exceptions to Policy as Pertains to Semi-Centralized Promotions**
- **AR 600-8-19, Enlisted Promotions and Reductions, dtd 25 January 2005**